

SUSTAINABLE BURBANK TASK FORCE
March 15, 2010 MINUTES

I. CALL TO ORDER:

The meeting of the Sustainable Burbank Task Force was held in the Burbank Police Department Meeting Room, 200 North Third Street, on the above date. Mr. Jef Vander Borcht, Chair, called the meeting to order at 4:38 p.m.

II. ROLL CALL:

Members Present:

Dr. Jan Britz
Nicholas de Wolff
Emily Gabel-Luddy
Mark Hardyment
Maureen Kellen-Taylor
Cynthia La Camera
Ken Lewis
Lisa Rawlins (Vice-chair)
James Smith
Sharon Springer
Jef Vander Borcht (Chair)

Members Absent:

Jeff Catalano
Geoffrey Folsom
Wendy James
Youth Board representative

Council Members and Staff Present:

Dave Golonski – Council Member, City Council
Anja Reinke – Council Member, City Council
Bonnie Teafora – Public Works Director, Public Works
Sherry Richardson – Administrative Officer, Public Works
Kreigh Hampel – Recycling Coordinator, Public Works
Greg Herrmann – Interim Community Development Director, Community Development Department
Jan Bartolo – Deputy Director, Park, Recreation & Community Services
Mary Riley – Sr. Assistant City Attorney, City Attorney's Office
Jacqui Batayneh – Recording Secretary, Public Works

III. ORAL COMMUNICATIONS:

(Limited to items on the printed agenda or items regarding the business of the Sustainable Burbank Task Force. The Task Force has adopted rules to limit oral communications to 2 minutes; however, the Task Force reserves the right to extend this time period.)

A. Public: None

B. Task Force Members: None

C. Staff:

Ms. Teafora announced that Earth Day will be celebrated on Sunday, April 25, 2010. For more information regarding the event, as well as other sustainable events and items, click on the "Going Green" page of the City's website. Mr. Hampel added that the City will be hosting the Downtown Arts Festival on April 24-25, 2010, which will include an

Earth Day “green zone”. Mr. Hampel also informed the Task Force that European economist, Gunter Pauli, will be speaking in Burbank on the evening of April 26, 2010. Gunter Pauli has worked on a number of environmental development projects and is currently on a book tour. More details will be posted on the City’s website.

IV. APPROVAL OF MINUTES:

It was moved by Ms. Gabel-Luddy to approve the minutes from the February 17, 2010 meeting and seconded by Ms. Springer. The motion was approved by all present except Mr. de Wolff who abstained.

V. SUBCOMMITTEE REPORTS:

Mr. Vander Borcht suggested that the subcommittee chairs give their reports prior to the Task Force discussing the March 2, 2010 City Council Study Session in order to better focus on prioritizing recommendations as directed by Council.

A. Ms. Rawlins, on behalf of the Public Outreach Subcommittee, reported that the subcommittee is still working on the City webpage with Keith Sterling, Public Information Officer, to emphasize the City’s commitment to sustainability and the Task Force’s role in that commitment. The subcommittee is also working on a survey component that will allow the public to respond and give their input in regards to sustainability. The subcommittee plans to post the survey component on the City’s website beginning April 15, 2010, and collect data through May 15, 2010. The purpose of the survey is to better understand the Burbank audience. The Task Force engaged in discussion following Ms. Rawlins’ report.

B. Ms. La Camera, on behalf of the Water Subcommittee, reported that Hector Bordas, Principal Engineer, Los Angeles County Flood Control District, gave an overview of the Los Angeles County Water Division at the last subcommittee meeting. Mr. Bordas informed the subcommittee that there may be opportunities available to partner with the County in regards to new development. The subcommittee discussed visiting some of the projects that are currently in place, and tentatively scheduled the visits for Friday, March 26, 2010.

Mr. Golonski informed the Task Force that he recently spoke with Gary Olson, President-CEO, Burbank Chamber of Commerce, regarding the Retrofit Upon Resale Ordinance. Mr. Olson expressed interest in supporting the Ordinance and would like to engage in follow-up discussions in the near future.

C. Ms. Gabel-Luddy, on behalf of the Mobility & Urban Design Subcommittee, reported that the subcommittee had a very spirited discussion regarding Task Force priorities. The subcommittee engaged with Amanda Klotzsche, Assistant Planner, Community Development Department, who asked for the subcommittee’s support, in writing, for a grant that the City has approved for submission to Caltrans to initiate a public process in the preparation of the Pedestrian Element. Mr. Vander Borcht suggested that the Task Force also send a letter to the City Manager, copying the Council, supporting the possibility of obtaining the grant.

Mr. Vander Borcht motioned and Mr. de Wolff seconded, to have the subcommittee work on the preparation of a letter of support, and also prepare a letter for the Chair, that will be sent out on behalf of the Task Force to express support for seeking a grant to provide funding for the Pedestrian Element. The motion was approved by all present.

Mary Riley, Sr. Assistant City Attorney, requested the Task Force develop and approve a process for delegating authority for support letter writing. Staff will include a proposed standing process on the next Task Force meeting agenda.

Ms. Gabel-Luddy stated that the subcommittee is celebrating the completion of the restriping on Verdugo Avenue, from Olive Avenue to Hollywood Way. Mr. de Wolff suggested placing information regarding upcoming projects on the City's website that will give the public anticipatory answers to questions that arise during new construction in the City. The Task Force engaged in discussion following the subcommittee report.

- D. Mr. Lewis, on behalf of the Energy Subcommittee, reported that the subcommittee has not had a formal meeting, but did have some email exchange regarding the algae to oil topic. The subcommittee supports the Origin Oil proposal. Mr. Hardyment offered to brief the Task Force on the Airport's proposed Intermodal Transportation Center at the April 19, 2010 meeting. Staff will include the presentation on the agenda for the next Task Force meeting. Mr. Golonski stated that the Council approved the Origin Oil proposal, subject to the approval of the Energy Subcommittee of the Burbank Sustainable Task Force. Mr. Golonski also stated that the subcommittee is following the progress of Assembly Bill 811 (AB 811), which will be implemented in the near future. The subcommittee will have more information on AB 811 as it becomes definitive.
- E. Ms. Kellen-Taylor, on behalf of the Zero Waste Subcommittee, reported that the subcommittee discussed the overwhelming amounts of waste going to the Recycle Center. The subcommittee would like to activate the existing membership in the California Product Stewardship Council (CPSC) that fosters take-back programs similar to those currently in place in Europe and Canada. The subcommittee plans to attend meetings and participate in monthly conference calls with the CPSC to gain information and report back to the Task Force and the Council, and also write reports to inform the public. Members of the subcommittee encourage all Task Force members to support the CPSC membership. Ms. Kellen-Taylor reported that the subcommittee strongly supports the Burbank Green Alliance (BGA), an ally to the Task Force, which strengthens and supports City staff's efforts in implementing the Zero Waste Plan. Ms. Springer stated that with City funding the BGA could provide workshops on water conservation and urban heat island mitigation. The BGA may possibly make a presentation to Council on March 30, 2010. The Task Force engaged in discussion following the subcommittee report.

VI. March 2, 2010, CITY COUNCIL MEETING DISCUSSION

Mr. Vander Borgh suggested that the Task Force set goals that can be achieved immediately in order to gain some reasonable successes for the Task Force's relevance to remain significant. Mr. Golonski indicated that funds were already set aside for sustainability efforts and only need allocation, provided the funds are not taken away during the 2010-2011 fiscal year. Mr. Vander Borgh asked that the Task Force first recognize and address the priorities that are most significant to Burbank residents. The Task Force engaged in discussion of focus areas, programs, and ideas which are included in the chart attached as part of these meeting minutes.

Ms. Reinke suggested using feasible subcommittee ideas in conjunction with the input gathered from the website survey to prioritize goals that are most important to the community and the Task Force. Once the ideas are prioritized, the Task Force can consider how those ideas fit into the plan the Council has already adopted and decide how those ideas can be facilitated to further the plan. Mr. Golonski suggested that the subcommittees review their individual recommendations and discuss cost, required staff time, and the City's

budget, and at the same time recognize the feedback received from Council at the study session. Ms. Teaford stated that staff looks toward the Task Force for advocacy on various sustainability programs, and as ambassadors for the community, a large part of the Task Force's time and focus is also needed to spread the word to the community about sustainability efforts. Task Force members agreed to continue discussing the prioritization of goals within their individual subcommittees and report back to the Sustainable Burbank Task Force in April.

ADJOURNMENT:

The meeting was adjourned at 6:45 p.m. The next regularly scheduled meeting will be held on Monday, April 19, 2010, at 4:30 p.m. at the Burbank Police Department Community Room, 200 North Third Street.

Respectfully submitted,

Bonnie Teaford, Public Works Director
BT: jb

*Attachments:

City Council Meeting Discussion Chart